

TOWN OF SHEFFIELD
COUNCIL ON AGING
February 28, 2014
SENIOR CENTER
9:00AM

Members Present: Jeff Browne, Chairman
Kathy Staropoli, Vice Chairman
Michelle Harwood
Helen Johnston
Carol Sica
Dorris Van Deusen
Anne Hyatt, Treasurer

Others Present: John Arthur Miller, Senior Center Director
Nadine Hawver, Assistant to the Director

Chairman Browne called the meeting to order at 9:04Am

APPROVAL OF MINUTES:

Minutes of the January 16, 2014 were presented for approval. Motion to approve was made by Michelle Harwood, seconded by Helen Johnston. The motion carried unanimously.

EXPENSE REPORT:

Director Miller presented both the COA budget and the State Formula grant. He mentioned that we will be over budget slightly in payroll due to a raise for the assistant. Rhonda has been made aware of this and it will be handled. Motion to accept the financial reports was made Dorris Van Deusen, seconded by Helen Johnston. The motion carried unanimously.

DIRECTOR REPORT:

1. Program Updates - John-Arthur thanked Nadine for all her work in adding new programs allowing us to continue in growth of activity and people using the center. Nadine was asked to highlight a few of the new upcoming programs. We have a new Spanish Class that is meeting twice a week, a daily walking club that is using the school for indoor walking. A weekly scrapbooking class will begin in March and we have several special events coming, the troy Flower & Garden Show trip, Flower arranging with Mary Ellen O'Brien in April and a unique art class with Jeffrey Maichak in May. Still to come will be a music program with Diane Taraz.
2. John-Arthur mentioned that he had made few minor changes to the budget that was presented to Rhonda. Jeff Browne mentioned at this point that he would be meeting with the Selectman on Monday March 3rd to discuss the need for a full-time director.
3. John-Arthur mentioned to the board that we will be hosting a training for volunteers who will assist with Emergency Rest Centers. He is hoping the senior center will be named an emergency rest center which is different than over-night shelter, which is located at the high school. Emergency Rest centers are a place people can go when they are without heat to get warm, or in the heat of the summer to get cool. Discussion ensued about adding a generator here to enable us to have power in the event of a major event in the area. The training will be given by the Medical Reserve Corp Volunteer trainers.

Friends Report

Michelle Harwood presented the following on behalf of The Friends.

1. Craft/Tag Sale has been placed on the calendar for May 3, 2014 9AM-3PM
2. The Friends are now selling Night-light Bottles for \$15.00
3. Michelle asked for an update on the wireless sound system. Nadine informed her that Paul O'Brien has been asked to help as the options are incredibly vast. Paul has asked for help from Chris Thompson at the school.

Chairman Items:

Jeff asked everyone to note the number of activities on the calendar. The items are vast compared to 2 years ago. He also pointed out that March 18th is our 3rd anniversary beginning our 4th year in the building

Public Comment: None

Next meeting has been scheduled for March 28th at 9:00AM

Chairman Browne asked for a motion to adjourn at 9:4AM motion made by Dorris Van Deusen and 2nd by Anne Hyatt, approved unanimously.

Respectfully submitted:

Nadine A Hawver

Assistant to the Director